

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, MAY 10, 2016 AT 7:10 PM IN THE
RDN BOARD CHAMBERS**

In Attendance:

Director W. Veenhof	Chairperson
Director C. Haime	Deputy Chairperson
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director M. Young	Electoral Area C
Director B. Rogers	Electoral Area E
Director J. Fell	Electoral Area F
Director J. Stanhope	Electoral Area G
Director B. McKay	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Alternate	
Director D. Brennan	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director W. Pratt	City of Nanaimo
Director I. Thorpe	City of Nanaimo
Director B. Yoachim	City of Nanaimo
Director M. Lefebvre	City of Parksville
Director T. Westbroek	Town of Qualicum Beach

Regrets:

Director J. Hong	City of Nanaimo
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Also in Attendance:

T. Osborne	A/Chief Administrative Officer
R. Alexander	Gen. Mgr. Regional & Community Utilities & Solid Waste
G. Garbutt	Gen. Mgr. Strategic & Community Development
J. Harrison	Director of Corporate Services
W. Idema	Director of Finance
D. Pearce	A/Director of Transportation and Emergency Planning
J. Hill	Mgr. Administrative Services
C. Golding	Recording Secretary

CALL TO ORDER

The Chairperson called the meeting to order and respectfully acknowledged the Coast Salish Nations on whose traditional territory the meeting took place.

The Chairperson welcomed Alternate Director Brennan to the meeting.

DELEGATIONS

Corey Vanderhorst, MNP, re 2015 Financial Statements and Audit Findings Report.

Corey Vanderhorst provided a slide presentation and verbal overview of the Audit Findings Report and the consolidated financial statements of the Regional District of Nanaimo for the year ended December 31, 2015.

Kim Stephens, Partnership for Water Sustainability, re Georgia Basin Inter-Regional Education Initiative (IREI).

Kim Stephens recognized the Regional District of Nanaimo as a Champion Supporter in the partnership for Water Sustainability and provided an overview of *Beyond the Guidebook 2015: Moving towards Sustainable Watershed Systems, through Asset Management*.

Kevin Goldfuss, re Proposal Regarding Open Burning Concerns.

Kevin Goldfuss expressed his opposition to a complete ban on open burning within the Regional District of Nanaimo and shared his views of open burning compliance through regulation and education asking the Board to consider creating a bylaw to regulate open burning and include stiff penalties for non-compliance.

COMMITTEE OF THE WHOLE MINUTES

Minutes of the Regular Committee of the Whole meeting held Tuesday, April 12, 2016.

MOVED Director Stanhope, SECONDED Director Pratt, that the minutes of the Regular Committee of the Whole meeting held Tuesday, April 12, 2016, be adopted.

CARRIED

COMMUNICATION/CORRESPONDENCE

Lisa Griffith, Gabriola Historical and Museum Society, re Request to consider proposal for Community Works Funds for the Museum.

MOVED Director Houle, SECONDED Director Lefebvre, that the correspondence from Lisa Griffith, Gabriola Historical and Museum Society, regarding a request to consider a proposal for Community Works Funds for the museum be received.

CARRIED

Joyce Babula, Gabriola Island Community Hall Association, re Application for \$17,364 from Community Works Funding.

MOVED Director Houle, SECONDED Director Lefebvre, that the correspondence from Joyce Babula, Gabriola Island Community Hall Association, regarding an application for \$17,364 from Community Works Funding be received.

CARRIED

Els King, re Proposed Ban on Outdoor Burning.

MOVED Director Houle, SECONDED Director Lefebvre, that the correspondence from Els King regarding a proposed ban on outdoor burning be received.

CARRIED

J. H. McLean, re Complaints about Land Clearance Burning.

MOVED Director Houle, SECONDED Director Lefebvre, that the correspondence from J. H. McLean regarding complaints about land clearance burning be received.

CARRIED

James A. Lettic, Nanoose Bay Activities & Recreation Society, re Community Works Fund - Contribution Agreement (NBARS:RDN).

MOVED Director Houle, SECONDED Director Lefebvre, that the correspondence from James A. Lettic, Nanoose Bay Activities & Recreation Society, regarding Community Works Fund - Contribution Agreement (NBARS:RDN) be received.

CARRIED

re Regional District of Nanaimo Assignment of Lighthouse Bluegrass Festival to Meadowood Community Park at the behest of the Corcan Meadowood Residents' Association without public consultation.

MOVED Director Houle, SECONDED Director Lefebvre, that the correspondence from regarding Regional District of Nanaimo assignment of the Lighthouse Bluegrass Festival to the Meadowood Community Park at the behest of the Corcan Meadowood Residents' Association without public consultation be received.

CARRIED

FINANCE

2015 Financial Statements and Audit Findings Report.

MOVED Director Stanhope, SECONDED Director Thorpe, that the Audit Findings Report and the financial statements of the Regional District of Nanaimo for the year ended December 31, 2015 be received.

CARRIED

MOVED Director Stanhope, SECONDED Director Thorpe, that the consolidated financial statements of the Regional District of Nanaimo for the year ended December 31, 2015 be approved as presented.

CARRIED

CORPORATE SERVICES

INFORMATION TECHNOLOGY

Microsoft Enterprise Agreement 2016 - 2019.

MOVED Director McPherson, SECONDED Director Pratt, that staff be authorized to enter into a three-year Enterprise Agreement with Microsoft for licensing the use of Microsoft software products by the Regional District of Nanaimo (RDN) for \$102,237 per year.

CARRIED

STRATEGIC AND COMMUNITY DEVELOPMENT

RDN Fire Services Review Report and Fire Services Coordinator.

MOVED Director Rogers, SECONDED Director Pratt, that the Regional District of Nanaimo Fire Services Review report dated April 2016 be received and the recommendations of the report be endorsed.

CARRIED

MOVED Director Rogers, SECONDED Director Pratt, that staff, in consultation with the Fire Departments, be directed to initiate the process to create a Fire Services Coordinator position required to implement the recommendations.

CARRIED

INTERGOVERNMENTAL LIAISON

Canada 150 Fund Grant Applications.

MOVED Director Houle, SECONDED Director Stanhope, that staff be directed to work with the Snuneymuxw First Nation, Stz'uminus First Nation, Snaw-Naw-As First Nation, Qualicum First Nation, and Electoral Area Directors on possible artwork for the Regional District of Nanaimo.

DEFEATED

MOVED Director Westbroek, SECONDED Director Pratt, that staff be directed to engage with Snuneymuxw First Nation, Snaw-Naw-As First Nation and Qualicum First Nation regarding \$30,000 allocated by the Board in the 2016 Regional District of Nanaimo Budget for a First Nations Art Installation Project at the Regional District of Nanaimo Administration Building and to solicit letters to support an application to the Canada 150 Fund requesting an additional \$30,000 to match the allocated funds.

CARRIED

MOVED Director Westbroek, SECONDED Director Pratt, that staff be directed to prepare a Board report outlining potential Terms of Reference for a First Nation art selection committee that includes representation from Snuneymuxw First Nation, Snaw-Naw-As First Nation and Qualicum First Nation.

CARRIED

MOVED Director Westbroek, SECONDED Director Pratt, that staff be directed to apply to the Canada 150 Fund for \$40,000 to contribute towards the development of a gateway information structure at Moorecroft Regional Park, to engage with Snaw-Naw-As First Nation regarding the construction of a gateway information structure at Moorecroft Regional Park and to solicit a letter from Snaw-Naw-As First Nation and other relevant parties to support the application to the Canada 150 Fund.

CARRIED

MOVED Director Westbroek, SECONDED Director Pratt, that staff be directed to apply to the Canada 150 Fund for \$40,000 for the creation of a First Nation cultural piece or a collaborative event with Snuneymuxw First Nation, engage with Snuneymuxw First Nation regarding the cultural piece or event and to solicit a letter from Snuneymuxw First Nation to support the application to the Canada 150 Fund.

CARRIED

MOVED Director Westbroek, SECONDED Director Pratt, that staff be directed to apply to the Canada 150 Fund for \$40,000 for the creation of a cultural piece or sign, engage with Qualicum First Nation regarding the cultural piece or sign and solicit a letter of support from Qualicum First Nation to support the application to the Canada 150 Fund.

CARRIED

BUILDING AND BYLAW

162 Bayridge Place, Electoral Area 'H' — Building Bylaw Contravention.

Colin Hearn, property owner of 162 Bayridge Place, asked the Board for an extension to allow him to submit an application for a building permit within the next few weeks.

MOVED Director Westbroek, SECONDED Director Stanhope, that the matter of the building bylaw contravention at 162 Bayridge Place, Electoral Area 'H', be deferred for (thirty) 30 days.

CARRIED

RECREATION AND PARKS

PARKS

Proposed Park Land Dedication in Conjunction with Proposed Subdivision of Parcel 'B' - 1520 McCollum Road, Gabriola Island, Electoral Area 'B'.

MOVED Director Houle, SECONDED Director Young, that the Regional District of Nanaimo support the Gabriola Island Local Trust Committee's decision to require 5% cash-in-lieu of park land dedication for the proposed subdivision of Lot B, Section 15, Gabriola Island, Nanaimo District, VIP59663, 1520 McCollum Road and that the funds be held by the Regional District of Nanaimo in a separate reserve fund dedicated to acquiring future community park land in Electoral Area 'B'.

CARRIED

ADVISORY, SELECT COMMITTEE AND COMMISSION

Electoral Area 'B' Parks and Open Space Advisory Committee.

Minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held Tuesday, March 1, 2016.

MOVED Director Houle, SECONDED Director Lefebvre, that the minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held Tuesday, March 1, 2016 be received for information.

CARRIED

707 Community Park Signage Plan.

MOVED Director Houle, SECONDED Director Lefebvre, that staff be directed to work with Gabriola Land and Trails Trust to review and update the 707 Community Park directional signage.

CARRIED

Parkland Dedication as Part of Subdivision Development Application - 1520 McCollum Road.

MOVED Director Houle, SECONDED Director Lefebvre, that the proposed 5% cash-in-lieu of parkland dedication in conjunction with proposed subdivision of 1520 McCollum Road be accepted.

CARRIED

Rollo-McClay Park.

MOVED Director Houle, SECONDED Director Lefebvre, that staff be directed to provide support to the Gabriola Softball Association with their installation of a batting cage at Rollo-McClay Park.

CARRIED

Electoral Area 'F' Parks and Open Space Advisory Committee.

Minutes of the Electoral Area 'F' Parks and Open Space Advisory Committee meeting held Wednesday, March 9, 2016.

MOVED Director Fell, SECONDED Director Young, that the minutes of the Electoral Area 'F' Parks and Open Space Advisory Committee meeting held Wednesday, March 9, 2016 be received for information.

CARRIED

Liquid Waste Management Plan Monitoring Committee.

Minutes of the Liquid Waste Management Plan Monitoring Committee meeting held Tuesday, March 29, 2016.

MOVED Director Thorpe, SECONDED Director McPherson, that the minutes of the Liquid Waste Management Plan Monitoring Committee meeting held Tuesday, March 29, 2016 be received for information.

CARRIED

Agricultural Advisory Committee.

Minutes of the Agricultural Advisory Committee meeting held Friday, April 22, 2016.

MOVED Director Houle, SECONDED Director Kipp, that the minutes of the Agricultural Advisory Committee meeting held Friday, April 22, 2016 be received for information.

CARRIED

Agriculture Area Plan Implementation 2014 – 2016 Action Plan Progress Update.

MOVED Director Houle, SECONDED Director Haime, that Agriculture Area Plan Implementation 2014 – 2016 Action Plan Progress Update be received as submitted.

CARRIED

MOVED Director Houle, SECONDED Director Haime, that Project 6 - Composting Facility, in the Agricultural Area Plan Implementation 2014-2016 Action Plan, be moved from low priority to high priority, and from medium timeframe to short timeframe.

CARRIED

Fire Services Advisory Committee.

Minutes of the Fire Services Advisory Committee meeting held Wednesday, April 27, 2016.

MOVED Director Stanhope, SECONDED Director Rogers, that the minutes of the Fire Services Advisory Committee meeting held Wednesday, April 27, 2016 be received for information.

CARRIED

Fire Service Review Report.

MOVED Director Rogers, SECONDED Director Stanhope, that the Board direct staff to prepare a report to come forward to the May 10, 2016 Committee of the Whole meeting with respect to engaging a Fire Services Coordinator.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Lisa Griffith, Gabriola Historical and Museum Society, re Request to consider proposal for Community Works Funds for the Museum.

MOVED Director Houle, SECONDED Director Young, that staff be directed to develop an agreement to provide for the transfer of up to \$5,000 of Electoral Area 'B' Community Works Funds for the construction of a wheelchair accessible walkway for the Gabriola Historical and Museum Society.

CARRIED

Joyce Babula, Gabriola Island Community Hall Association, re Application for \$17,364 from Community Works Funding.

MOVED Director Houle, SECONDED Director Young, that staff be directed to develop an agreement with the Gabriola Island Community Hall Association to provide for the transfer of up to \$17,500 of Electoral Area 'B' Community Works Funds for replacing the metal portion of the Community Hall roof.

CARRIED

James A. Lettic, Nanoose Bay Activities & Recreation Society, re Community Works Fund – Contribution Agreement (NBARS:RDN).

MOVED Director Rogers, SECONDED Director Westbroek, that staff be directed to develop an agreement with the Nanoose Bay Activities & Recreation Society to provide for the transfer of up to \$107,500 of Electoral Area 'E' Community Works Funds for mechanical systems, HVAC and appliance upgrades to the Nanoose Place Community Hall.

CARRIED

NEW BUSINESS

Social Procurement.

MOVED Director Westbroek, SECONDED Director McPherson, that the Board of the Regional District of Nanaimo acknowledges that the procurement methodologies utilized by the corporation helps drive our economy and shapes the Regional District and, as such, that the Board direct staff to investigate options for the creation, adoption, implementation and evaluation of a Social Procurement Policy for the Regional District of Nanaimo.

CARRIED

MOVED Director Westbroek, SECONDED Director Thorpe, that the Chair, on behalf of the Board, write a letter to Island Health requesting consideration of a social procurement policy around local food procurement for all Vancouver Island hospitals and that copies of the letter be sent to: the Premier; the Honourable Terry Lake, Minister of Health; the Honourable Michelle Stilwell, Minister of Social Development and Social Innovation; Union of BC Municipalities and the Association of Vancouver Island and Coastal Communities.

CARRIED

Coastal Invasive Species Committee, re Knotweed and Giant Hogweed Public Education and Control Program.

MOVED Director Lefebvre, SECONDED Director Yoachim, that a \$10,000 grant for invasive species mitigation on private land be awarded to the Coastal Invasive Species Committee, and that the funds be raised through borrowing from the existing reserve account held for the Island Corridor Foundation and repaid in 2017 if required through the Grants-In-Aid tax requisition.

CARRIED

Director's Roundtable.

Directors provided updates to the Board.

IN CAMERA

MOVED Director Young, SECONDED Director Stanhope, that pursuant to Sections 90 (1) (f), (g), (i), and (j) of the *Community Charter* the Committee proceed to an In Camera Meeting, for discussions related to law enforcement, litigation, solicitor-client privilege and third-party business information.

CARRIED

TIME: 9:36 PM

ADJOURNMENT

MOVED Director Kipp, SECONDED Director Stanhope, that this meeting be adjourned.

CARRIED

TIME: 9:50 PM

CHAIRPERSON

CORPORATE OFFICER